

**PUBLIC WORKS/SAFETY COMMITTEE
MINUTES**

The Public Works/Safety Committee of the Willmar City Council met on Wednesday, July 17, 2019, in Conference Room No. 1 at the City Office Building.

Present:	Andrew Plowman	Chair
	Julie Asmus	Vice Chair
	Audrey Nelsen	Member
	Fernando Alvarado	Member

Others present: Public Works Director Sean Christensen; Public Works Superintendent Gary Manzer; Engineering Administrative Assistant Kelsi Delbosque.

Item No. 1 Call to Order

The meeting was called to order at 5:15 p.m.

Item No. 2 Public Safety Updates (Information)

Staff noted National Night Out on August 6th. The Police Explorers are hosting a hot dog fundraiser at Cash Wise on Saturday, July 20th.

Item No. 3 Banners Discussion (Information)

Staff brought forth, for discussion, the potential of banners to be hung along 1st Street, Highway 12 and 15th Avenue NW by Ridgewater College. The college would provide 100 banners and propose the City supply the brackets, banding and hang them. The cost of the brackets and banding is \$40 per banner and would take three staff a minimum of one hour to hang each banner using a bucket truck and arrow board truck to divert traffic. Following discussion, staff was directed to meet with Ridgewater, MUC and the Chamber of Commerce about the banners.

Item No. 4 Mowing Private Property (Information)

Staff brought forth, for information, the process of violation procedures and fines by Public Works for mowing complaints. Violation letters are mailed certified to property owners when the grass and/or weeds reach a height of seven inches or taller. The letter gives the owner seven days from the date of the letter to mow and if not, the City will mow it and the property owner is billed. The Committee discussed fines including \$40.42 per hour for labor, \$35.00 per hour for the mower, \$18.00 for the truck and trailer and a \$75 administrative fee.

Item No. 5 Tree Trimming Policy (Information)

Staff brought forth, for information, the City's Tree Trimming and Maintenance Policy. It outlines the City assuming basic responsibility for planting and maintenance of trees adjacent to City streets to provide safe vehicle and pedestrian passage. The various pruning methods were discussed as well as noting 175 new trees were planted this year.

Item No. 6 2019 Improvement Project Update (Information)

Staff brought forth, for information, an update on the current street improvement projects. Utility work has begun on the 5th Street SW reconstruction project and the overlay of 19th Avenue SW is nearing completion.

There being no further business to come before the Committee, the meeting was adjourned at 6:45 p.m. by Vice Chair Asmus.

Respectfully submitted,



Sean E. Christensen, P.E.
Public Works Director